

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
OCTOBER 28, 2013 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:00 a.m. on October 28, 2013 for a Roundtable with Elected Officials and Appointed Department Heads, held in the Board of County Commissioners Hearing Room, Annex Building, 1 NE 6<sup>th</sup> Street, Coupeville, Washington. Other topics for the Regular Session followed at 6:00 p.m. as shown on the agenda. Jill Johnson, Chair and Helen Price Johnson, Member were present. Commissioner Emerson was excused.

ROUNDTABLE WITH ISLAND COUNTY  
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS  
[Audio Recording](#)

Elected Officials and Appointed Department Heads Attending:

Melanie Bacon	Keith Higman	Dan Sherk – <i>Excused</i>
Greg Banks – <i>Excused</i>	Jill Johnson	Debra Van Pelt
Robert Bishop – <i>Excused</i>	Tim Lawrence	Dave Wechner
Mark Brown	Elaine Marlow	
Sheilah Crider	Ana Maria d. Nuñez	
Kelly Emerson – <i>Excused</i>	Bill Oakes – <i>Excused</i>	
Mary Engle	Brooke Powell	
Jackie Henderson	Helen Price Johnson	

Together with the monthly departmental roundtable reports by Elected Officials and Appointed Department Heads, agenda items included:

Employee Appreciation Luncheon

*Presentation by Ana Maria d. Nuñez*

The Third Annual Employee Appreciation Luncheon is scheduled for November 14. Elected Officials and Appointed Department Heads were encouraged to participate by providing healthy food items for the luncheon and donated gifts for the raffle.

Windows Upgrade

*Presentation by Elaine Marlow and Bob Thomas*

Microsoft will no longer support Windows XP early next year so the IT Department is working toward upgrading County systems. Departments will be asked what systems, including on laptops, are currently being used and who the contact person should be. Departments will also be requested to provide a priority list relative to the replacement plan and to surrender all unused laptops and computers. The objective is to have everyone updated prior to the April 2014 deadline. The IT Strategy Team's recommendation is to upgrade to 7 and migrate to 8.1.

Leadership Meetings

*Presentation by Sheilah Crider and Leadership*

It was suggested in order for Roundtable meetings to be more effective, that Elected Officials and Department Heads jointly meet with the Commissioners no less than quarterly in a Roundtable setting rather than monthly. The idea is that County Leadership would regularly meet separately from the Commissioners then bring forward issues to the formal Roundtable,

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
OCTOBER 28, 2013 – REGULAR SESSION**

with the Commissioners, when there is a need for joint conversation. The Leadership team will provide copies of the meeting agendas to the Commissioners to keep them informed of topics.

*Roundtable adjourned at 12:09 p.m. The next Roundtable is scheduled for November 25, 2013 at 11:00 a.m.*

The Board of Island County Commissioners (including Diking Improvement District #4) met at 6:00 p.m. to consider items contained on the agenda. Present was Commissioner Johnson. Commissioner Price Johnson attended via telephone. Commissioner Emerson attended via Polycom from her office on Camano. The meeting began with the Pledge of Allegiance.

*Note: To view the video recording of this meeting, go to the County's [website](#) or directly to [the video](#). If you are interested only in a specific topic, click on the timestamp located on [the agenda](#) for that particular issue to hear the discussion.*

**PUBLIC INPUT OR COMMENTS**

*[Documents on file with the Clerk of the Board]*

Public input or comments were offered by:

- Garrett Newkirk

**CONSENT AGENDA**

*[Documents on file with the Clerk of the Board]*

Pre-audited bills:	\$318,027.00
Vouchers:	\$921,666.18
Electronic funds transfers:	\$471,893.26
Payroll:	\$0
Minutes:	none

**Public Health**

- Contract with WA State Department of Ecology – Coordinated Prevention Grant. Contract continues solid waste enforcement efforts and review of solid waste handling facilities. Contract No. G1400122; Amount: \$206,320 (RM-HLTH-2013-357)
- Contract with Opportunity Council—Island County Inspection Intake and Referral Program. Opportunity Council to provide eligibility screening and referrals for individuals and households to low income or elderly applicants who may qualify for a free onsite sewage system evaluation. Contract No. HD-18-12; Amount: \$7,500 (RM-HLTH-2013-358)

**Public Works- County Roads**

- Resolution C-100-13 (R-46-13) Initiating Public Works Project PWP 13-03/JL #00570-0003; Island County Jail HVAC & County-wide Energy Upgrades
- Schedule Public Hearing: Franchise #190R – Point Lowell Water Association; renewal of franchise for existing water distribution system located in portions of County Roads known as West Camano Drive and Point Lowell Road on Camano Island located in Secs 25 & 36,

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
OCTOBER 28, 2013 – REGULAR SESSION**

Twp 31N, R 2E. Date and time: November 18, 2013 at 10:15 a.m. (RM-PW-2013-275) (PW-1320-125)

- Schedule Public Hearing: Franchise #214R – Saratoga Terrace Community Club; renewal of franchise for existing water distribution system located in the Plat of Saratoga Terrace on Camano Island located in Sec. 31, Twp 31N, R 3E. Date and time: November 18, 2013 at 10:15 a.m. (RM-PW-2013-342) (PW-1320-149)
- Schedule Public Hearing: Franchise #327 – Whidbey West Water Association; transfer and renewal of Franchise #162, 162(1) and 162(2) – John Sandusky – for an existing water distribution system located in portions of County Road right-of-way in the Plats of Even Down, West Beach Vista, Pattons' Sunset Beach and Sandy Bubbles Secs. 5 & 6, Twp 32N, R 1E and Secs. 31 & 32, Twp 33N, R 1E. Date and time: November 18, 2013 at 10:15 a.m. (RM-PW-2013-178) (PW-1320-094)
- Schedule Public Hearing: Franchise #354 – The Myers Group, LLC; franchise for new water distribution system located in portions of County Road right-of-way known as Woodland Drive and McElroy Road located in Secs. 31 & 32, Twp 32N, R 3E. Date and time: November 18, 2013 at 10:15 a.m. (RM-PW-11-0241) (PW-1120-082)

**ACTION TAKEN:**

**Motion by Commissioner Emerson to approve the Consent Agenda as presented, second by Commissioner Price Johnson. Motion carried 3-0**

**REGULAR AGENDA**

*[Documents on file with the Clerk of the Board]*

**Commissioners**

- Resolution C-101-13 Declaring November 22, 2013 National Adoption Day in Island County

**ACTION TAKEN:**

**Motion by Commissioner Johnson to adopt Resolution C-101-13 Declaring November 22, 2013 National Adoption Day in Island County, second by Commissioner Price Johnson. Motion carried 3-0**

- Resolution C-102-13 Proclaiming the Week of November 11-17, 2013 as Veterans Appreciation Week in Island County

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to adopt Resolution C-102-13 Proclaiming the Week of November 11-17, 2013 as Veterans Appreciation Week in Island County, second by Commissioner Emerson. Motion carried 3-0**

The Board recessed at 6:10 p.m.

The Board reconvened at 6:15 p.m. for public hearings.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
OCTOBER 28, 2013 – REGULAR SESSION**

PUBLIC HEARINGS

*[Documents on file with the Clerk of the Board]*

Planning & Community Development

Resolution C-96-13 (PLG-009-13) Establishing a Public Participation Plan and Preliminary Schedule for the Fish and Wildlife Habitat Conservation Areas Update to ensure early and continuous public participation guides the Fish and Wildlife Habitat Conservation Areas update process

Kira Swanson and Brad Johnson from the Island County Planning and Community Development Department provided the staff report. The plan identifies various ways for the public to be involved in the Fish and Wildlife Habitat Conservation Areas Update process. The preliminary schedule will identify at what points in the process there will be the different elements of participation. Ms. Swanson added that the estimated completion date is July 21, 2014.

Public comments were offered by:

- Garrett Newkirk
- Elvera Pitsch (*Handout provided – written comments - GMA No. 11010*)

There being no additional testimony, the public hearing was closed.

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to adopt Resolution C-96-13 (PLG-009-13) Establishing a Public Participation Plan and Preliminary Schedule for the Fish and Wildlife Habitat Conservation Areas Update, second by Commissioner Emerson. Motion carried 3-0 (GMA No. 11011)**

Public Works- County Roads

Resolution C-92-13 (R-42-13) Petition to Vacate County Right-of-Way - Petition to vacate an unnamed alley located in Block 6, First Plat of Utsalady, Camano Island; Petitioners Oren & Gaynelle Campbell

Connie Bowers, Assistant County Engineer and Sandy Sandritter with Public Works presented the staff report. The vacation was routed to other departments with their concurrence and the County Engineer is in favor of the vacation. The County does not currently maintain the property but if the property is not vacated, the County could be asked to maintain it in the future.

Public comments were offered by:

- Oren Campbell
- Louise Key (*Handout provided – photographs*)

There being no additional public comment, the public hearing was closed.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
OCTOBER 28, 2013 – REGULAR SESSION**

**ACTION TAKEN:**

**Motion by Commissioner Emerson to adopt Resolution C-92-13 (R-42-13) Petition to Vacate County Right-of-Way, second by Commissioner Price Johnson. Motion carried 3-0**

**COMMISSIONERS COMMENTS AND ANNOUNCEMENTS**

Commissioners Price Johnson, Emerson, and Johnson provided their comments and announcements.

There being no further business to come before the Board the meeting adjourned at 6:34 p.m. The Board will meet next in Regular Session on November 4, 2013 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
Jill Johnson, Chair

\_\_\_\_\_  
Kelly Emerson, Member

\_\_\_\_\_  
Helen Price Johnson, Member

ATTEST:

\_\_\_\_\_  
Debbie Thompson, Clerk of the Board